

## ACCOUNTABILITY INSTRUCTIONS

1. Transfer of Accountability. Government furnished material (GFM) for consumption/incorporation: Accountability for this material is transferred to the Contractor under provisions of the FAR. The Contractor shall maintain the official proper; property records in accordance with Part 45. Cited data item descriptions provide transaction reporting necessary for accurate physical and fiscal accounting for material in the possession of defense contractors.

2. Point of contact for accountability.

Associate Deputy  
GSI/TACOM-RI  
SITE MANAGER  
ATTN: AMSTA-LC-CIAI  
Rock Island IL 61299-7630  
Commercial Phone: (309) 782-5291

3. All Data/Reports to be submitted electronically utilizing E-Mail with attachments of MSWORD, MICROSOFT EXCEL, or Flat Text file software packages. If unable to E-Mail, reports to be submitted on 3 ½ 1.44M floppy disks.

3.a DID's may be found on the WEB at  
<http://assist2.daps.dla.mil/quicksearch>

4. Materiel Receipt by Contractor.

a. Discrepancy Reporting: Discrepancies shall be distinguished and reported as one of the following:

(1) Transportation type discrepancy: This discrepancy is evident when materiel received disagrees with the condition, quantity, or type from that property described on the bill of lading or other transportation document. See DI-MGMT-80544A.

(2) Shipping type discrepancy: This discrepancy is evident when freight is opened and the contents do not agree with the supply shipping documents. See DIGMT-80503, Report of Shipping (Item) and Packaging Discrepancy.

b. Submit a Discrepancy Report (SCR) by any of the following means:

(1).Mail. Address to: U.S.Army Tank-automotive Command, ATTN: AMSTA-LC-CIAC, Rock Island, IL 61299-7630

(2). E-mail. Address to: [rods@ria.army.mil](mailto:rods@ria.army.mil)

(3). Fax. Send to: Area Code 309-782-2640 or DSN 793-2640

(4) Internet, Submit via the Army Electronic Product Support (AEPS) system. To obtain a user ID and password, access website [aeeps.ria.army.mil](http://aeeps.ria.army.mil). Once you obtain your user ID/password, select Supply Discrepancy Reports from the AEPS menu.

5. MILSTRIP Requisitioning.

a. MILSTRIP requisition authority is granted for items identified by NSN and quantities (not to be exceeded) in this contract. MILSTRIP requisitions will be submitted in accordance with DD Form 1423, DI-MGMT-80408B.

b. Requisitions submitted under this contract shall contain the following data:

(1) Routing Identifier Code (CC 4-6): A84

(2) Media and Status Code (CC 7): S

(3) Supplementary Address (CC 45-50): Blank

(4) Signal Code (CC 51): TBD

(5) Fund Code (CC 52-53): TBD

(6) Distribution Code (CC 54): S

(7) Project Code (CC 57-59): BLANK

(8) Priority (CC 60-61):  
03 Work Stoppage  
06 Anticipated Work Stoppage  
13 Routine

(9) Advice (CC 65-66): 2J

6. Consumption of GFM. Consumption of GFM shall be reported in accordance with DD Form 1423. See DI-MGMT-80438B.

7. Shipment of Serial Numbered Small Arms:

a. Tracking small arms by serial control transactions is required by AR 710-3, Chapter 4, section 1, and shall be accomplished in accordance with DI-MISC-80914A, Small Arms

Serialization Program (SASP) Transaction.

b. Weapon Serial Number (WSN) control transactions will be furnished for each small arm shipped under DOD contracts in accordance with the following:

(1) One serial number control transaction (80 column format), as applicable, shall be furnished for each weapon shipped and forwarded with the shipment.

(2) One set of serial number control transactions will be forwarded to each of the appropriate addressee(s) cited in the contract data requirements list (CDRL (DD Form 1423), block 14, within the time frames established by the CDRL, block 16. Media is described below.

(3) WSN control transactions required for the DOD Central Registry shall be forwarded by registered mail to:

Logistics Support Activity (LOGSA)  
ATTN: AMXLS-MD (UIT)  
Redstone Arsenal Alabama 35898-7466  
Commercial Phone (256) 955-9694  
DSN 645-2464  
E-Mail uit@logsa.army.mil

(4) Transactions may also be transceived by AUTODIN utilizing address routing code RUQADUE with content indicator code AHAE.

8. WSN control transactions accompanying weapons shall be packaged in suitable containers if floppy disk is used. The packaged transactions shall be placed with the other documents that accompany the shipment.

9. Excess GFM.

a. Inventory: In accordance with the FAR, subpart 45.508-1 45.508-1, immediately upon termination or completion of a contract, the Contractor shall perform and cause each subcontractor to perform a physical inventory, adequate for disposal purposes, of all GFM applicable to the contract.

b. Reporting: In accordance with the FAR, subpart 45.608, the Plant Clearance Office will determine the categories of screening required and initiate screening action.

c. Purchase or Retention: The FAR, subpart 45.604 and applicable Government restrictions apply.